



LITTLEPORT PARISH COUNCIL

Minutes of the meeting held on 26th September 2022

In attendance: Councillors Clive Webber (Chairman); Clive Allen; Christine Ambrose Smith; David Ambrose Smith; Paul Cox; Eluned Dos Santos; Rachel Gasgarth; Debra Jordan; Sue Kerridge; Lisa Malkin; Geoff Norman; Julie Weaver; Jo Webber.
 Clerk to the Council: Diane Bayliss
 1 member of the public present

Members: 15 Quorum: 5 Vacancies: 0

Chairman's Announcements

The Chairman introduced the new Clerk, Diane Bayliss to the Council

22/23.68 Apologies and Reasons for Absence (*LGA 1972 s 85(1)*)

Apologies with acceptable reasons were approved from Councillor Baptiste Guittet-Carriere and Councillor Susan Green.

22/23.69 To receive any Declarations of Interest and requests for dispensations from Councillors (*Relating to items to be considered at the meeting in accordance with the provisions of the Council's Code of Conduct and related to the Localism Act 2011 s.31, s.33*)

None.

22/23.70 Open Forum for Public Participation (15 Minutes)

(At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman)

None.

22/23.71 Minutes of Previous Meeting

It was proposed by Councillor D Ambrose Smith, seconded by Councillor Allen, and resolved that Littleport Parish Council approve the minutes of the Parish Council meeting held on 17th July 2022

There were no Matters Arising and no Clerk's Report for this meeting.

22/23.72 General Power of Competence

It was proposed by Councillor D Ambrose Smith, seconded by Councillor J Webber, and resolved that Littleport Parish Council exercises the General Power of Competence as it meets the criteria of the electoral mandate and a qualified clerk.

22/23.73 Community Workers Reports

73.1 The Community Youth Worker's report had been circulated. Councillor J Webber gave a brief overview of the report.

A grant of £3,000 had been secured from Sanctuary Housing for the Youth Café.

73.2 The Community Link Worker's report had been circulated. Councillor J Webber gave a brief overview of the report.

22/23.74 Financial Matters

74.1 **It was proposed by Councillor Norman, seconded by Councillor Allen, and resolved that the bank reconciliations for August are approved.**

- 74.2 **It was proposed by Councillor Cox, seconded by Councillor Jordan, and resolved that the account payments for September are approved and paid.** (Appendix 1)
- 74.3 **It was proposed by Councillor J Webber, seconded by Councillor D Ambrose Smith, and resolved that £2,500 is allocated from general reserves for the coronation celebrations for the new King.**
- 74.4 Councillors noted that the new clerk had been added to the Unity Trust Bank Account as the primary contact for the council.
- 74.5 The council noted purchase of remote hosting package for the emails and for the backing up of parish council documents.
- 74.6 The council noted the purchase of a new WCAG 2.1AA compliant parish council website.

22/23.75 Trustee Appointments

Councillor C Webber, and Councillor Allen declared an interest in this item and did not vote.

- 75.1 **It was proposed by Councillor D Ambrose, seconded by Councillor J Webber, and resolved that Councillor Geoff Norman is appointed as a trustee to the Townlands charity for a period of 4 years.**

22/23.76 Youth Building

- 76.1 Councillor C Webber gave an update on the current situation with the youth building.

22/23.77 New Cemetery

- 77.1 Councillor C Webber reported that more information is required by the design team before the planning application for the new cemetery can be submitted.

22/23.78 Cemetery Matters

- 78.1 It was **resolved** that the clerk should obtain quotations for the Pear electronic cemetery mapping system.
- 78.2 It was **resolved** that the clerk should obtain quotations for the Epitaph electronic burial and memorial Management System.

22/23.79 Community Feedback

- 79.1 In response to the feedback forms received, it was agreed that the Parish Council would contact the District Council to ask them to sweep Main Street. The Council will also ask for support from shopkeepers to keep their shop fronts clean and tidy.
- 79.2 The Council will contact Remus about the problem with dog waste and rubbish along the grassed areas of Highfield Drive.

22/23.80 County and District Councillors Reports

80.1 County Councillors Report

- The ongoing flooding of Sandhill to the rear of the properties fronting on to the river, is to be addressed. Following numerous meetings of the various agencies involved and the strong intervention of the local MP, Steve Barclay, CCC Highways will replace the gullies and drainage pipes in this area.

80.2 District Councillors Report

- Councillor Alan Sharp had represented the District Council at the various civic services and ceremonies following the death of the Queen. A number of Council meetings had been cancelled this month due to the official period of mourning.
- It is hoped that there will be two warm hubs in Littleport, training for volunteers will be provided by Cambridgeshire ACRE.
- There is some funding available from the Combined Authority to run courses to help people in Cambridgeshire (and Peterborough) quickly gain new skills to improve their

job prospects and income. Discussions are taking place to decide which courses would be most appropriate for the people of Littleport.

- Further to a consultation, a Licensing committee meeting (28th September) will discuss the first taxi fare increase for a few years.

22/23.81 Motion to Exclude the Public and Press

Under the Public Bodies (Admissions to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

It was proposed by Councillor Malkin, seconded by Councillor Dos Santos, and resolved that the meeting should be closed to the public and press at 8.16pm.

22/23.82 HR Matters

82.1 Report on Staffing Matters (Councillor Jordan)

Councillor Jordan reported that a new clerk and a new groundsman had been appointed, and had both started work for the Council in September.

82.2 To discuss lease for Jubilee Wood

Councillor C Webber reported that an approach had been made to Littleport Leisure Centre requesting the return of a piece of land which the Council leases to the Centre, in order to plant an orchard as part of the Queen's Green Canopy.

It was proposed by Councillor Dos Santos, seconded by Councillor Jordan, and resolved that the Council request the return of the land to the Parish Council.

Councillor J Webber, and Councillor D Ambrose Smith abstained from the vote as they are trustees of the Leisure Centre.

22/23.83 Motion to Readmit the Public and Press

To resolve that the confidential business having been concluded, the press and public be re-admitted to the meeting

It was proposed by Councillor Cox, seconded by Councillor C Ambrose Smith, and resolved that the meeting be reopened to the public and press at 8.28pm.

22/23.84 Date of Next Meeting (The Barn)

Full Council: October 17th, 2022

Planning Committee: October 17th, 2022

The meeting closed at 8.30pm.

Signed:

Date: